

REVISED AGENDA
SCOTTSDALE PUBLIC LIBRARY ADVISORY BOARD
December 17, 2003 – 3:30 PM
Civic Center Library Board Room

1. CALL TO ORDER

2. APPROVAL OF MINUTES – November 19, 2003 meeting

3. LIBRARY STAFF REPORTS OF CURRENT EVENTS (A.R.S. 38-431.02 (K))

Staff will update the Library Advisory Board on the status of current events and activities in the libraries.

- Monthly Statistical Report - Sharyn Pennington, Operations Coordinator
(An update of significant library use statistics - informational only)
- Special Revenue Account Report – Sharyn Pennington, Operations Coordinator
(An overview of the status of funds received through the sale of discarded books and magazines, and includes the status reports of funds received in the library's Gifts and Memorials Fund - informational only)
- Director's Report - Rita Hamilton
- Customer Feedback "*How'd We Do?*" Report – Rita Hamilton
- Library Services Highlights: *Library Media Trends* – Joanne Hamilton-Selway

4. ITEMS REQUIRING BOARD ACTION

• ***EXPENDITURES***

(Items to be introduced by Rita Hamilton)

Staff request approval to expend Special Revenue Account Funds for the items listed below. Accounting reports confirm that the amount requested is available in the Special Revenue Account. These monies are raised by Library Volunteers through the sale of discarded books and magazines.

December

2003	AZ Book Festival	\$	1,200
	Urban Libraries membership	\$	3,000
	Computer projector for Computer Training Room	\$	3,400
	Library Marketing	\$	2,000

Total \$ 9,600

Staff Recommendation: Approve requests

Board Action: Approve or deny requests for specific items

• ***BEHAVIOR MANAGEMENT POLICY***

Staff Recommendation: Approve policy

5. INFORMATIONAL ITEMS

- ***PRESENTATION OF 2004 OFFICERS BY NOMINATING COMMITTEE***

- ***ANNOUNCEMENTS/ISSUES FOR FUTURE DISCUSSION:***

- ***OPEN CALL TO THE PUBLIC (ARS38-431.02)***

Subject to reasonable time, place and manner restrictions, as determined by the Chairman, members of the public will be allowed to address the Library Advisory Board on any issue within jurisdiction of the Board. At the conclusion of the open call to the public, individual members of the Board may respond to comments made by those who have addressed the Board, may ask staff to review a matter or may ask that a matter be put on a future agenda. Members of the Board shall not discuss or take legal action on matters, however, raised during an open call to the public unless the matters are properly noticed for discussion and legal action.

6. ADJOURNMENT

Next meeting: January 21, 2004

Persons with a disability may request a reasonable accommodation, such as a sign language interpreter, by contacting the City Clerk's Office at 480-312-2412. Requests should be made as early as possible to allow time to arrange accommodations.